

**POLICY**

Youth in treatment facilities are eligible for a weekly incentive allowance.

**PURPOSE**

To enable the use of allowance as an incentive to support participation in the treatment program.

Child Caring Institutions Rules, R400.4146

**DEFINITIONS**

See JRG, JJ Residential Glossary.

**RESPONSIBLE  
STAFF**

Designated in the facility standard operating procedure.

**PROCEDURE**

Each facility must develop and implement standard operating procedures (SOPs) relative to youths' money, allowance and savings accounts. At a minimum, SOPs must contain the following requirements:

**Possession of  
Money**

Youth in facilities may have money on their persons, subject to written procedures established by the facility.

Youth must be provided with a receipt for any money confiscated or turned over to staff for safekeeping.

**Incentive  
Allowance**

Youth in BJJ treatment facilities must receive a weekly allowance as determined by the facility/center director or designee.

Youth on a leave of absence must receive the weekly allowance if they are in charge status on the charge back report (i.e. the facility is reporting the youth as being in placement during the days of the leave).

**Forfeiture of Allowance**

Any unauthorized leave during a week automatically results in the forfeiture of the allowance.

Staff must not threaten to deny the youth's allowance.

Staff must document the circumstances and recommend that the allowance is forfeited for a particular week if the youth is not participating in assigned treatment program activities.

The facility/center director or designee must approve or deny the forfeiture of an allowance.

**Monitoring Eligibility and Documentation**

The facility/center director or designee must approve procedures to monitor each youth's eligibility for the weekly allowance and document all transactions related to allowances.

**Restitution to Facility**

Up to one half of the weekly allowance may be withheld to pay restitution to the facility for property damaged by the youth. This is in addition to any amount withheld to satisfy court ordered restitution.

**Savings Account**

A joint signature savings account must be established for youth assigned to non-secure residential care facilities which requires:

- The youth and the facility/center director or designee signatures for all withdrawals from the account.
- Tracking of deposits and withdrawals from the youth's account.

**AUTHORITY**

Crime Victim's Rights Act, MCL 780.751 et seq.